

Message

From: Guillard, Jennifer [Guillard.Jennifer@epa.gov]
Sent: 4/26/2019 6:45:51 PM
To: Walker, Mary [walker.mary@epa.gov]; Ashbee, Blake [ashbee.blake@epa.gov]; Banister, Beverly [Banister.Beverly@epa.gov]; Jenkins, Brandi [Jenkins.Brandi@epa.gov]; Hairston, Brandy [hairston.brandy@epa.gov]
Subject: Huddle List
Attachments: Region 4 Task Tracker.xlsm

Good Afternoon,

Attached is the updated huddle spreadsheet with completed items from this week. (Hard copies already prepared for Mary, Blake, and Beverly)

- Yellow highlighted are tasks to be asked during Monday's discussion;
- Green highlighted are completed tasks.

This list will be updated during the meeting and distributed post Monday's discussion to the Directors.

Sincerely,

Jennifer Guillard
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